

Ginnie NET Single Family Issuer Training

November 14, 2018

Phoenix, AZ









AGENDA

- Overview
- □ Role of Enrollment Administrator and Security Officer (SO)
- **□**User Checklist
- □ New User Ginnie NET / GMEP Access
- □ Assigning Roles
 - GMEP
 - Ginnie*NET*
- □ Using SecurID Token in Ginnie NET



OVERVIEW

- ☐ Ginnie NET uses the SecurID Token Authentication
- □ Security Officers will need to perform two steps for new users who submit files in Ginnie NET
 - ✓ Assign "Authorized Ginnie NET Signer" Role
 - ✓ Perform "Verify Role Assignment" Check
- □ Security Officers assign User Role and Perform Verification Check



ROLE OF ENROLLMENT ADMINISTRATOR AND SECURITY OFFICER

Ginnie NET

GMEP

Enrollment Administrator

- Appendix III-13 Registration
- Complete Ginnie NET Role Assignments
- Create Ginnie NET User Login
- Assign Ginnie NET User Roles
- Validate the User is on the 11702
- Required to be listed on Form HUD-11702

Security Officer

- Appendix III-29 Registration
- Process SecurID Token Request Forms
- Receive / Distribute SecurID Token
- Create User Profile
- Assign MEP Related Roles
- Verify Role Assignments in GMEP



GINNIENET SECURID TOKEN USER CHECKLIST REQUIREMENTS

In order to submit data in Ginnie NET the user must first have the following:

- Be listed on form HUD-11702
- Have a Ginnie NET login and password > 1500123
- Have Ginnie NET role assigned
- Have GMEP login and password > I_jwilson
- Have an active SecurID Token
- Have SecurID Token role assigned in GMEP
- Have "Authorized Ginnie NET Signer" role assigned in GMEP
- Have completed "Verify Role Assignment" check in GMEP (user or SO may complete this task)

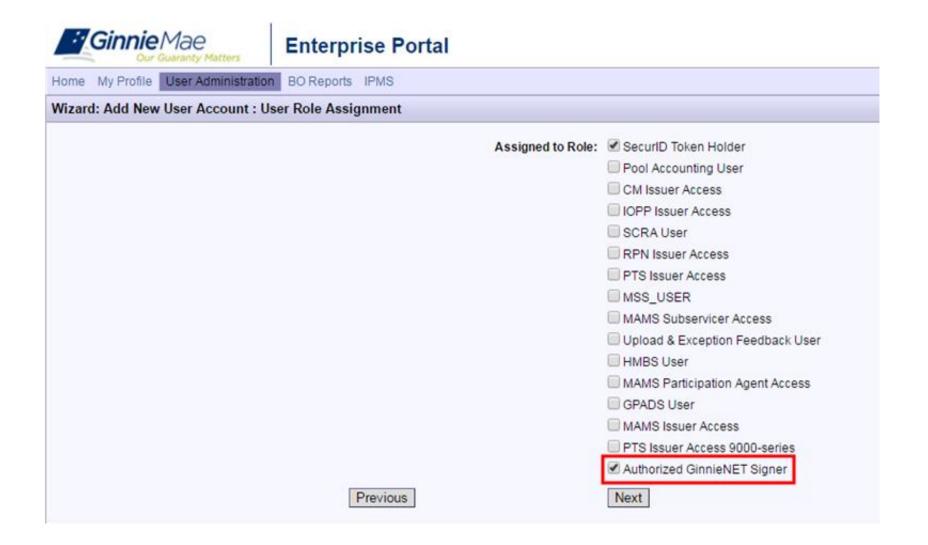


NEW USER GINNIENET – GMEP ACCESS

SEQ.	Requirement	Individual Action
1.	Confirm User is listed 11702	User must be listed on the 11702
2.	Request Ginnie NET Login and Role	User submits request to Enrollment Administrator
3.	Grant Ginnie NET Login and Role	Enrollment Administrator add role in GinnieNET
4.	Request GMEP Login and SecurID Token	User completes Appendix III-29. User submits form to Security Officer
5.	Request Authorized Ginnie NET Signer Role	User completes Appendix III-29. User submits form to Security Officer
6.	Grant GMEP User ID and Role	One SO assigns role and other SO approves role assignment
7.	Request SecurID Token	User submits SecurID Token request form to SO
8.	Submit request form to Ginnie Mae Relationship Services	SO reviews, signs, and submits
9.	Receive and distribute tokens	So distributes SecurID token to users
10.	Activate SecurID Token	User obtains pin in GMEP
11.	Complete "Verify Role Assignment" check	SO or User



USER ROLE ASSIGNMENT SCREEN





USER ISSUER ASSIGNMENT SCREEN



Enterprise Portal

Assigned to Issuer screen will appear after you click next

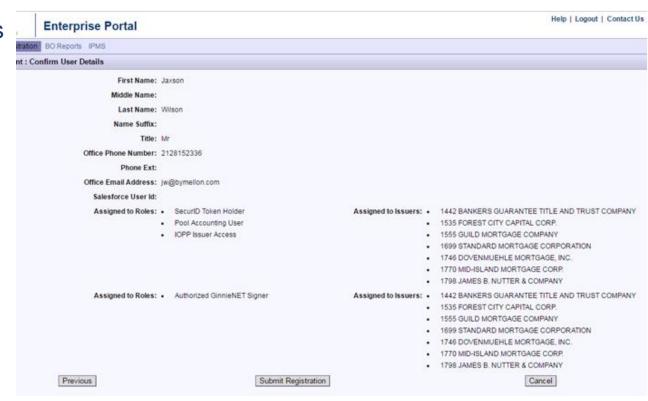
- Contains a listing of Issuer IDs and Issuer names associated with *SO* profile
- The User will have all the roles selected in the Role Assignment Screen for any ID selected here
- You must select the Issuer ID for which the user will perform submissions in Ginnie NFT

- Assigned to Issuer: 🗹 1442 BANKERS GUARANTEE TITLE AND TRUST COMPANY
 - 1535 FOREST CITY CAPITAL CORP.
 - 1555 GUILD MORTGAGE COMPANY
 - 1699 STANDARD MORTGAGE CORPORATION
 - 1746 DOVENMUEHLE MORTGAGE, INC.
 - 1770 MID-ISLAND MORTGAGE CORP.
 - 1798 JAMES B. NUTTER & COMPANY
 - 1857 BANK OF HAWAII
 - 1864 SUNTRUST MORTGAGE, INC.
 - 1893 FIRST ADVANTAGE BANK
 - 1909 1ST SOURCE BANK
 - 1940 FIDELITY BANK
 - 1962 DELMAR FINANCIAL COMPANY
 - 1977 PULTE MORTGAGE LLC
 - 1990 MID AMERICA MORTGAGE INC
 - 1997 COLONIAL SAVINGS, F.A.
 - 2045 GERSHMAN INVESTMENT CORP.
 - 2094 U. S. BANK, NA
 - 2150 MORTGAGE CLEARING CORPORATION
 - 2211 PIONEER BANK
 - 2217 FIRSTBANK PUERTO RICO



CONFIRM USER DETAILS SCREEN

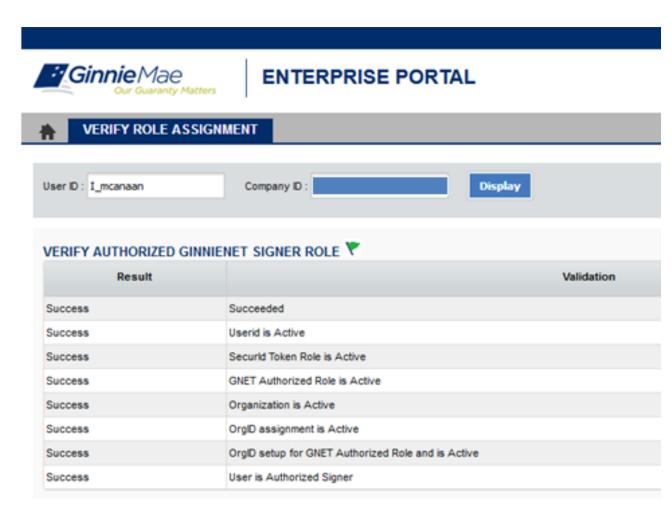
- Summarizes which roles the user has for each Issuer ID
- Reflects the Issuer ID's for which the user has the roles assigned, except the authorized Ginnie NET Signor Role
- Reflects the Issuer ID's for which the user has the Authorized Ginnie NET Signor Role





VERIFY ROLE ASSIGNMENT CHECK

- GMEP Home Screen
- Click IPMS
- Select Verify Role Assignment
- Verify Authorized
 Ginnie NET Signor Role
 screen is displayed





USING SECURID TOKEN IN GINNIENET





Validations

- Identity of the User
 - GMEP login and password
 - SecurID credentials
- Authority level of the User
 - Cross referencing GMEPs MAMS to ensure user is listed in form HUD-11702
 - Essential that the name of the user as registered in GMEP matches he HUD-11702 listing
 - Requiring Security Office to designate user as "Authorized Ginnie NET Signer"

